

# **EXHIBIT K**

**Applicant Information**

Name (Last, First, MI) Caguimbal, Carlos I.		Title of Present Position Sales and Service Associate		
Mailing Address PO Box 6966 Salinas Ca 93912		Name and Location of Employing Office Salinas Main Post Office 1011 Post Dr Salinas Ca 93907		
Home Phone (Area Code) (831) 449-8986	Work Phone (Area Code/PEN) (831) 770-7143	Social Security Number 566-08-9391	Grade PS-5	Years of Service 8

**Information About Vacant Position**

Vacancy Announcement Number	Closing Date 11/15/02	Position Applied For Associate Supervisor Program	Grade
Name of Vacancy Office		Location of Vacancy Office	

**Education/Training**

Ref. No.	Date (Mo./Yr.)		Name of Educational Institution (Address Not Required)	Major Fields of Study	No. of Credits (Hours)		Type of Degree	Date
	From	To			Semester	Quarter		
1	06/87	06/87	USAF Supervisor Safety Training	Safety			Cert.	06/87
2	02/87	02/87	USAF NCO Prep. Course	Leadership			Dipl.	02/87
3	07/84	08/84	USAF Air Base Ground Defense	Military Police			Dipl.	08/84
4	06/84	07/84	USAF Security Specialist School	Military Police			Dipl.	06/84
5	05/84	05/84	USAF Student Leader Program	Leadership			Cert.	05/84
6	08/83	12/83	Hartnell Junior College	General	8			
7	09/79	06/83	High School North Salinas High School					
Ref. No.	From	To	Name of Postal or Other Training Facility	Course Name				
8	01/02	01/02	Willow Glen Post Office	POS Back Office				
9	08/99	08/99	Willow Glen Post Office	Claims & Inquiries				
10	05/99	05/99	Willow Glen Post Office	POS				
11	02/99	02/99	Steinbeck Station Post Office	Window Clerk				

**Postal Positions**

List permanent positions first, then temporary/detail assignments of 30 or more consecutive days.  
List in reverse chronological order. Use additional space on page 2.

Ref. No.	Date (Mo./Yr.)		Position Title	Name & Location of Organization	Grade
	From	To			
12	02/99	Present	Sales & Service Associate	Salinas Main Post Office	PS-5
13	02/94	02/99	Mail Processor	Salinas P&DF	PS-4
14	08/02	10/02	Officer in Charge	Tres Pinos Post Office	E-13
15	02/02	05/02	Customer Service 204B	Salinas Main Post Office	E-16

List permanent positions first, then temporary/detail assignments of 30 or more consecutive days.  
List in reverse chronological order. Use additional space below.

Additional space for use in completing preceding information and listing any special assignments, projects, civic and professional organizations, awards, honors, special skills, etc.

**Application must be received at vacancy office by closing date.**

I hereby certify that the foregoing information is true, complete, and accurate, to the best of my knowledge and belief.

Signature of Employee

Date

If you are applying for a specific position, complete pages 1-4 of this form and submit the completed form to your supervisor, who will complete the evaluation for each requirement. If you want a copy of the evaluation, check the box at left. If you are completing this form for another reason, disregard pages 3 and 4, unless otherwise instructed.

Carlos I. Caguimbal

Announcement Number

Initial-Level Supervisor Position

Associate Supervisor Program

Requirement Leadership

On July 3, 2002, I was tasked with the coordination of various postal personnel and community agencies for the Heroes of 2001 Stamp Dedication Ceremony held in Salinas K-Mart Parking Lot.

When the various organizations arrived, I set up traffic control personnel to guide the different emergency response vehicles and postal vehicles to their respective staging areas. I had a stage crew responsible in the set up and disassembly of the stage and audience areas. I had a corp. of volunteers responsible in the set up and retrieval of refreshments donated by numerous grocery and restaurant establishments from around the community. I coordinated with the Master of Ceremonies the schedule of events to ensure it ran smoothly. What ever problems arose I took care of them swiftly without causing any break in the flow of the event. My leadership abilities enables the event to go smoothly and become a huge success.

Ability Rating (Check One)

☐

Superior

☐

Above Average

☐

Basic

Signature of Supervisor

Date

Office Address

Phone No.

Printed Name & Position

**Statement of Qualifications**

Name

Carlos I. Caguimbal

Announcement Number

Position Applied For

Associate Supervisor Program

Applicant position requirements are enumerated on the vacancy announcement. Enter the requirement in the space provided and explain your qualifications in reference to the requirement. A situation/task-action-result format for describing qualifications is recommended.

**APPLICANT - COPY THIS PAGE. USE ONE PAGE PER REQUIREMENT/FACTOR.**

Requirement/Factor

**Oral Communications**

As planner and coordinator for the 2001 Heroes Stamp Dedication Ceremony held in Salinas on July 3, 2002, I had to verbally communicate by phone and by person to those dignitaries I wished to be guest speakers at this special event. For example, when I invited Dan Hernandez, Fire Chief for the City of Salinas, I initially made an appointment to visit him at his office in Salinas. During my visit I explained to Chief Hernandez the significance of the Heroes of 2001 stamp and how it would aid those emergency relief personnel who were either killed or permanently injured during the terrorist acts of Sept. 11, 2001. I explained to him the significance and honor it would be for him to address those who would be in attendance during the stamp dedication ceremony to be held on July 3, 2002. He was so moved by my explanation that not only did he agree to speak at this gathering, he also authorized the use of one of his fire engines as a static display for the event.

Reference Number

Reference Name &amp; Phone Number (For use of review committee &amp; selector)

**Supervisory Evaluation for  
Initial-Level Supervisor Position**

Name

Carlos I. Caguimbal

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Associate Supervisor Program

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Superior

☐

Above Average

☐

Basic

Signature of Supervisor

Date

Office Address

Phone No.

Printed Name &amp; Position